

**Sierra County
Board of Supervisors'
Agenda Transmittal &
Record of Proceedings**

MEETING DATE: June 18, 2019	TYPE OF AGENDA ITEM: <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Timed <input type="checkbox"/> Consent
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DEPARTMENT: Assessor APPROVING PARTY: Laura A. Marshall PHONE NUMBER: 530-289-3283

AGENDA ITEM: Discussion regarding California CAD Solutions bill for GIS data conversion

SUPPORTIVE DOCUMENTS ATTACHED: Memo Resolution Agreement Other
California CAD Solutions Invoice 701190

BACKGROUND INFORMATION: Seeking permission to pay California CAD Solutions \$10,012.50 for conversion services.

FUNDING SOURCE: ASSESSOR REPRODUCTION COST TRUST
GENERAL FUND IMPACT: No General Fund Impact
OTHER FUND:
AMOUNT: \$ N/A

ARE ADDITIONAL PERSONNEL REQUIRED? <input type="checkbox"/> Yes, -- -- <input checked="" type="checkbox"/> No	IS THIS ITEM ALLOCATED IN THE BUDGET? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No IS A BUDGET TRANSFER REQUIRED? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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SPACE BELOW FOR CLERK'S USE

BOARD ACTION: <input type="checkbox"/> Approved <input type="checkbox"/> Approved as amended <input type="checkbox"/> Adopted <input type="checkbox"/> Adopted as amended <input type="checkbox"/> Denied <input type="checkbox"/> Other <input type="checkbox"/> No Action Taken	<input type="checkbox"/> Set public hearing For: _____ <input type="checkbox"/> Direction to: _____ <input type="checkbox"/> Referred to: _____ <input type="checkbox"/> Continued to: _____ <input type="checkbox"/> Authorization given to: _____	Resolution 2018- _____ Agreement 2018- _____ Ordinance _____ Vote: Ayes: Noes: Abstain: Absent: <input type="checkbox"/> By Consensus
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COMMENTS:

CLERK TO THE BOARD _____	DATE _____
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MEMO

June 11, 2019

To: Sierra County Board of Supervisors

From: Laura Marshall, Assessor

Re: Sierra County Geographical Information Systems (GIS)

Sierra County began creation of a geographical information system (GIS) in June, 2007. Former Assessor, The Honorable William G. Copren, was granted permission by the Board of Supervisors to utilize Title III funding and struck an agreement with California CAD Solutions to handle the creation of the county base map.

Upon creation of the GIS mapping system a GIS Trust Fund was established to deposit funds from purchases in hopes the fund would offset costs to the general fund. However, due to budget concerns, the GIS Trust Fund was stripped in May, 2010. The assessor has been maintaining the cost of the system since that time.

Parcel layer updates are completed twice annually—July and January. Raw data from the assessors' property tax system is uploaded to the contractor for dissemination onto the map layers. Due to the recent change in property tax system the contractor was required convert the CREST property tax scripts to Megabyte property tax scripts.

Unfortunately, time and cost was not discussed prior to having the contractor convert the property tax scripts. The time associated with the conversion was greater than anticipated at 66.75 hours—with a cost of \$150.00 per hour. The cost for conversion is a staggering \$10,012.50. This was not anticipated nor budgeted.

While I do have an Assessor Reproduction Cost Trust Fund that can absorb this unbudgeted cost, in doing so it will drain the fund that funds the majority of the assessor offices' services and supplies. Future risk for the assessor in paying from the reproduction cost trust is having to request additional services and supply funding from the Board during the 2019-2020 fiscal year.



Invoice

Date	Invoice #
5/7/2019	701190

P.O. Box 4779
 Modesto, CA 95352
 209-578-5580
 www.calcad.com

Bill To
Sierra County - Assessors Office 100 Courthouse Square Downieville, CA 95936

Ship To
Sierra County - Assessors Office 100 Courthouse Square Downieville, CA 95936

P.O. Number	Terms	Rep
	Net 15	RK

Item	Description	Qty	Cost	Total
Service	2018-2019 Q3 Assessor Update Convert site from CREST to Megabyte - Research Megabyte table structure - Update reports to use Megabyte instead of CREST - Work through system discrepancy analysis comparing Megabyte with the basemap parcels - Develop new workflow and QC process for Megabyte data - Finalize layers for site and update all processes and documentation - Post update to both internal and public sites	66.75	150.00	10,012.50

Subtotal	\$10,012.50
Sales Tax (7.5%)	\$0.00
Total	\$10,012.50